



DELAWARE TOWNSHIP BOARD OF SUPERVISORS

Meeting

March 16, 2022 at 6:00 p.m.

MINUTES

WORKSHOP-called to order at 6:02 p.m.

Workshop discussion included but was not limited to:

- Ordinance 801 amendment – *executive session*
- Rosczkowski Variance Hearing – *executive session*
- Ordinance 303 – *repeal. Add motion.*
- DTVFC – *Rich Englehardt present. Discussion regarding volunteer retention.*
- Akenac Park Bridge – *discussion on steel plate and work needed to replace culvert.*
- Marcel lake – *Pa American Water – approve letter. Add motion.*
- RFP's – *have Mike Morzinski review. Table motions.*
- LSA grant – *review of statewide LSA grant applications for truck and culvert replacement at Akenac Park.*

Motion to recess the workshop was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

Motion to open executive session regarding litigation was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

Motion to close executive session was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

Motion to reopen the workshop was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

Motion to adjourn the workshop was made at 7:03 p.m. by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

REGULAR MEETING

Call to Order was at 7:03 p.m.

Pledge of Allegiance

Roll Call: Present: Rick Koehler, John Henderson, Jane Neufeld, Krista Predmore and Thomas Farley, Solicitor.

Public Comment on Agenda- Ms. Bannon regarding Short Term Rental permit applications.

1. **Motion** to accept the Minutes from the Board of Supervisors meeting dated February 23, 2022 was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
 - a. **Motion to add a motion to the agenda** to approve and execute the Pennsylvania American Water letter allowing 50 additional hookups to the Marcel Lakes sewage treatment plant was made by Mr. Koehler with a second



by Ms. Neufeld. Voting: All in favor. **Motion** carries.

b. **Motion to add a motion to the agenda** to adopt Resolution 2022-04 requesting a local share account grant from the Commonwealth Financing Authority for the Akenac Park culvert replacement in the amount of \$176,755.

c. **Motion to add a motion to the agenda** to repeal Ordinance 303 regulating Ambulance Service adopted November 21, 1986.

2. **Motion to pay General Fund bills in the amount of \$34,833.99** was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
3. **Motion to pay Recreation Fund bills in the amount of \$2,514.81** was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
4. **Motion to pay Liquid Fuels Fund bills in the amount of \$1,236.57** was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
5. **Motion to pay American Rescue Plan Fund bills in the amount of \$4,625.00 (annual payment to Zelenkofske Axelrod LLC as per contract)** was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

OLD BUSINESS:

None.

NEW BUSINESS:

6. **Motion** to table the advertisement for request for proposal for a planner related to updating the Delaware Township Comprehensive Plan was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
7. **Motion** to table the advertisement for requests for proposal for a planner related to updating the Delaware Township Akenac Park Master Plan was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
8. **Motion** to adopt the Non-Conforming Use Certificate Application for Short-Term Rentals as amended was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
9. **Motion** to recess the regular meeting was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
10. **Motion** to open the public hearing was made at 7:15 p.m. by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.



*****PUBLIC HEARING @ 7:15 p.m. re Luhrs Land Development*****

11. Motion to close the public hearing was made by Mr. Koehler with a second by Ms. Neufeld.
Voting: All in favor. **Motion** carries.

12. Motion to reopen the regular meeting was made by Mr. Koehler with a second by Ms. Neufeld.
Voting: All in favor. **Motion** carries.

13. Motion to approve the Luhrs Land Development with the following conditions:

- a. A developer's agreement accepted by the Township Solicitor;
- b. The developer abide by the variance that was granted specifically, forty-four (44) parking spaces will be in the final approved plan;
- c. The financial security that is required by the applicant is in the amount of two hundred five thousand ninety-six dollars and forty-six cents (\$205,096.46);
- d. The financial security must be provided as per the Ordinance, Section 107(a)(2);
- e. The applicant must abide by the final plan that is recommended by Delaware Township Planning and approved by the Delaware Township Supervisors;
- f. The Developer must maintain all improvements in good structural and operational condition after the completion of the improvements.

was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

14. Motion to adopt the Short-Term Rental Permit Application Required for Dwellings that are rented for 30 consecutive days or less was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

15. Motion to adopt Resolution 2022-02 Amended the Delaware Township fee schedule to include fees for the Short-Term Rental permits was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

16. Retroactive Motion to adopt Resolution 2022-03 requesting a local share account grant from the Commonwealth Financing Authority for the purchase of a vehicle in the amount of \$73,975.00 was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

17. Motion to approve the following Lot Improvement as recommended by the Planning Commission at their meeting on March 1, 2022:

- a. Dietz – Marcel Lakes – Lot 17B, Block M-801, Section 5

was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

18. Motion to approve Kuharchik Construction, Inc. proposal for the purchase and installation a steel junction box at the intersection of SR 2001 and SR 739 in the amount of \$1,594.00 was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.



- 19. Motion** to approve Kuharchik Construction, Inc. proposal for annual traffic signal response maintenance was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- 20. Motion** to approve Kuharchik Construction, Inc. proposal for annual traffic signal preventative maintenance was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- 21. Motion** to approve Marshall Machinery, Inc. proposal for service of the backhoe in the amount of \$763.96 was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- 22. Retroactive Motion** to appoint Robert Jones as temporary emergency snowplow driver at a rate of \$18.25 per hour was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- 23. Motion** to approve municipal hall use request by S. Arnold on April 23, 2022 from 8:00 a.m. to 11:00 p.m. for a birthday party was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- 24. Motion** to approve municipal hall use request by Old Marcel Lake POA on July 9, 2022 from 8:30 a.m. to 12:00 p.m. for an annual property owners meeting was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- 25. Motion** to approve Akenac Park use request by the Delaware Township Democratic Club for July 16, 2022 with a rain date of July 17, 2022 12:00 p.m. to 6:00 p.m. for their annual picnic was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- 26. Motion** to approve municipal hall use request by the Delaware Township Democratic club for August 13, 2022 from 12:00 p.m. to 9:00 p.m. for a mystery dinner fundraiser was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- 27. ADDED Motion** to approve and execute the Pennsylvania American Water letter allowing 50 additional hookups to the Marcel Lakes sewage treatment plant was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- 28. ADDED Motion** to adopt Resolution 2022-04 requesting a local share account grant from the Commonwealth Financing Authority for the Akenac Park culvert replacement in the amount of \$176,755.
- 29. ADDED Motion** to advertise for a public hearing on April 13, 2022 at 7:15 p.m. to repeal Ordinance 303 regulating Ambulance Service adopted November 21, 1986.

ANNOUNCEMENTS:

Pike County offers childcare scholarships, mortgage assistance and an incentive for landlords. Information about all of these programs can be obtained at www.PikeForward.org or by contacting Robert Ruiz, Executive Director of Human Services at Pike County at (570) 296-3434.

First Energy's Pennsylvania Utilities are urging residential customers experiencing financial hardship to contact their utility as soon as possible to establish an affordable payment arrangement or obtain assistance before the winter utility disconnection moratorium is lifted and shut-offs for nonpayment resume beginning April 1, 2022.

- March 23, 2022 at 7:15 p.m. – Modification to the Final Land Development for Delaware Plaza re bank outparcel
- March 24, 2022 at 6:00 p.m. – Zoning Hearing Board Meeting
- April 7, 2022 at 6:00 p.m. – Zoning Hearing Board Meeting
- April 9, 2022 – Breakfast with the Easter Bunny at the municipal building

PUBLIC COMMENT: consisted of but was not limited to Mr. Henderson providing the following phone number for bar noise complaints: LCB/PASP 1-800-932-0602 as previously he provided the incorrect one; Mr. Witkowski clarified questions on the plow truck replacement and party rental on the agenda; Mr. Enghart had questions regarding the 50 new hook ups in Marcel Lakes and the lot improvement on the agenda; and lastly, Rev. McClain inquired as to the timeframe to apply for a non-conforming Short Term Rental permit.

Motion to adjourn was made at 7:45 p.m. was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

Respectfully submitted,

Krista Predmore
Township Administrator